

Frequently Asked Questions to the Staff of the Georgia Medical Board Regarding the Licensure Process for Clinical Perfusionist Licensure

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It is **RECOMMENDED** that **YOU DO NOT ACCEPT** an offer to practice Clinical Perfusion in Georgia **UNTIL** you have met all the necessary requirements for licensure, and have been issued a license.

- 1. How do I obtain an application for clinical Perfusionist licensure?** The quickest and easiest way to obtain an application for clinical Perfusionist is by downloading the forms from our website at www.medicalboard.state.ga.us under **Information for Health Care Professionals, Download Application, click on Perfusionist, and then click on Perfusionist again.** A request for an application for a clinical Perfusionist may also be requested in writing by submitting the following information: your legal name and mailing address, or by contacting the Board directly at (404) 656-3913 or 3914 and requesting an application by phone.
- 2. How long does it take to get my Georgia Clinical Perfusionist License?** Absent any complicating factors, the average application process takes approximately three (3) to five (5) weeks to complete. Once your application is complete, your file will be reviewed and an initial determination will be made. You will be notified in writing of the initial determination and the date your application will be presented to the Board.
- 3. Does an application for a Clinical Perfusionist have an expiration date? YES.** Applications for a Clinical Perfusionist License remain active for **one-year only**. If you applied for a Clinical Perfusionist License and were not issued a permanent license within 12 months, you must reapply by submitting a new application, with your most current information, in addition to an application fee. Upon receipt and review of your application, we will notify you of any documentation previously provided which is acceptable. All other information, such as letters of reference and a current resume **MUST BE** resubmitted). We will not simply “reactivate” your old application.
- 4. What does “primary source verification” mean?** The Medical Board verifies all applicant information as “primary source” verification. This means that we must receive the information **DIRECTLY** from the issuing source.
- 5. If my application is not received as “completed” by the 15-business day deadline to go to the next Board meeting, what should I do?** In most cases, the only thing to do is to follow-up with your primary source verifiers to find out if missing documentation has been sent to the Board. An application is considered complete when all the application pages, primary source documentation, and administrative screenings have been conducted. A final quality assurance audit of your application is the final process before your application is considered complete. You will be notified in writing when your application is complete. Staff cannot submit an incomplete application to the Board for approval
- 6. Does Georgia issue provisional Clinical Perfusionist licenses? YES.** Under the Clinical Perfusionist Licensure Act, a Provisional Clinical Perfusionist license may be issued to a person who submits evidence to the Board of having successfully completed an approved perfusion education program required for licensure, and upon filing of a completed application and the application fee. The law states that a provisional license shall be valid for two years from the date it is issued and **may not** be renewed. A provisional licensed clinical Perfusionist is required to be under the supervision and direction of a licensed clinical Perfusionist at all times during which the provisional licensed clinical Perfusionist performs perfusion. **How much does a provisional license cost? \$200.**
- 7. I have a job offer and need a clinical Perfusionist license immediately. What should I do?** In the application instructions, applicants are informed **NOT TO ACCEPT EMPLOYMENT UNTIL** you have met all the necessary requirements for licensure and have been **notified** in writing of your approval for a medical license. The application process takes approximately three (3) to five (5) weeks to complete.
- 8. I am scheduled to complete my training program in June of next year. When should I apply for my Georgia Perfusionist license?** Applications for a Georgia Clinical Perfusionist license remain active for **one-year only**. If you have not passed the competency examination required, you may apply for a provisional perfusionist license.

9. **I have decided not to move to Georgia and I want to withdraw my application. What should I do?** If you decide during the application process that you would like to withdraw your application, it is necessary for you to put this request in writing, sign and date the request. Provide a brief explanation as to why you would like to withdraw your application. Fees paid to the Georgia Medical Board are **non-refundable** whether or not a license is issued, an application is withdrawn or the application is denied.
10. **Are there exceptions as to who must obtain a Clinical Perfusionist license? YES.** Any person licensed as a physician pursuant to Article 2 of Title 43 of the Official Code of Georgia Annotated. A person licensed under Title 43 of the Official Code of Georgia Annotated as a registered professional nurse, physician's assistant or respiratory care professional is exempt from the prohibition contained in O.C.G.A. 43-34-177, if the person does not represent to the public, directly or indirectly, or use any name, title or designation to indicate that the person is licensed as licensed clinical Perfusionist or provisional clinical Perfusionist; and the person limits his or her acts to the scope of practice authorized by the appropriate licensing agency. In addition, O.C.G.A. 43-34-178(5) exempts any legally qualified Perfusionist employed by the U.S. government while in the discharge of his/her official duties from obtaining a license.
11. **Are there Continuing Education Requirements for re-certification of my permanent Clinical Perfusionist license? YES.** On or before the expiration date for the biennial renewal of licenses, all licensees must if audited, furnish proof of completion of thirty (30) hours of continuing education in courses, programs or activities approved for continuing education credit by the American Board of Cardiovascular Perfusion (ABCP) for the period of the previous 2-year renewal cycle.
12. **How do I find out about career opportunities in rural Georgia?** For information concerning practice opportunities in rural Georgia, please contact the **Office of Rural Health Services** at (229) 401-3090 or visit the **Department of Community Health, Office of Rural Health Services** web page at: <http://www.communityhealth.state.ga.us/>.
13. **How do I find out about minority health concerns in Georgia?** For information concerning minority health issues in Georgia, please contact the **Office of Minority Health** at 404-657-6707 or visit the **Department of Community Health, Office of Minority Health** web page at: <http://www.communityhealth.state.ga.us/>.